



## COUNTY OF LOS ANGELES

### JUDICIAL PROCEDURES COMMISSION

383 Hall of Administration / 500 West Temple Street / Los Angeles, California 90012 / (213) 974-1431

## MINUTES OF THE 669th MEETING OF THE JUDICIAL PROCEDURES COMMISSION

The 668th meeting of the Los Angeles County Judicial Procedures Commission was held on January 19, 2006, in Room 140 at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, California. A list of those in attendance follows:

### **MEMBERS PRESENT**

Bertrum M. CeDillos, Chair  
Clifton Albright, Vice Chair  
Andrew Friedman  
William J. Galloway  
Ann Jackson  
Thomas J. Jeffers  
Neal Millard  
Robbi J. Work

### **MEMBERS EXCUSED**

Lee Kanon Alpert  
Nelson L. Atkins  
Walter Coombs  
Carol Rose  
Sylvia Scott-Hayes

Bertrum M. CeDillos  
*Chair*

Clifton W. Albright  
*Vice Chair*

Lee Kanon Alpert  
Nelson L. Atkins  
Walter P. Coombs  
Andrew Friedman  
William J. Galloway  
Ann Jackson  
Thomas J. Jeffers  
Neal S. Millard  
Carol L. Rose  
Sylvia Scott-Hayes  
Robbi J. Work

### **EX-OFFICIO MEMBERS**

Heather Aubry, LA City Attorney's Office  
Laura Green, LA County Public Defender's Office  
Captain Sam Dacus, Sheriff's Department  
Honorable Dennis Zine, Independent Cities Association  
Michael Karsch, Los Angeles City  
Dannette E. Meyers, Los Angeles County Bar Association

### **COUNTY REPRESENTATIVES**

Bea Dieringer, LA County District Attorney's Office  
Honorable John H. Sandoz, Superior Court  
Zoe Venhuizen, Superior Court  
Margaret Little, Superior Court

### **GUESTS**

Karin Davalos, Los Angeles County Commission for Women  
Fred Klunder, Chief Information Officer, L. A. Superior Court  
Ron Larsen, Legal/Support Services of LA Superior Court  
Terry Weiss, Litigation Support of LA Superior Court

### **STAFF**

Dedie Ward  
Audra Galang  
Austin Patteson

### **CALL TO ORDER**

Chair CeDillos called the 669th regular meeting of the Los Angeles County Judicial Procedures Commission (JPC) to order at 12:25 p.m.

**PLEDGE OF ALLEGIANCE**

Captain Sam Dacus, Sheriff's Department was asked to lead everyone in the Pledge of Allegiance. Introductions of the Commissioners, Ex-Officio Members, Staff and Guests followed.

**CHAIR'S REPORT**

Chair CeDillos and Commissioner Jackson presented a Certificate of Appreciation to Karin Davalos, President, Los Angeles County Commission for Women, for the Commission's donation of \$1,000 to the JPC Trust Fund.

**APPROVAL OF THE MINUTES OF JULY 21, AUGUST 18, SEPTEMBER 15 AND OCTOBER 20, 2005**

On motion of Commissioner Work, seconded by Commissioner Millard, and unanimously carried, the minutes for the meetings of July 21, August 18, September 15, and October 20, 2005 were approved.

**GUEST SPEAKERS – MR. FREDERICK KLUNDER, MS. TERRY WEISS, MR. RON LARSEN, LOS ANGELES SUPERIOR COURT REPRESENTATIVES. “OVERVIEW ON THE LATEST TECHNOLOGICAL ADVANCES AND EQUIPMENT BEING USED BY THE COURTS”**

Chair CeDillos welcomed and introduced Mr. Frederick Klunder, Chief Information Officer and Director of the Information Systems and Technology Bureau of the Los Angeles Superior Court.

Mr. Klunder reported that the Court has a network of over 6,500 workstations and 250 servers. The Information Systems and Technology Bureau is responsible for overseeing all of the Court's information technology efforts which encompasses its infrastructure, document retrieval and records management program, systems management, applications, people and processes. Although no longer an entity of the County, the Court system is still connected to the County's network and continues to maintain a mutually beneficial relationship with the County's Internal Services Department and Information Technology Division.

The Superior Court is currently involved in several key initiatives involving the use of electronic technology in its 600 courtrooms. Courtrooms have access to some of the most state-of-the-art electronic equipment and computer capabilities which include digital evidence presentation systems, mobile document cameras, worldwide audio conferencing, and wireless systems.

The Information Systems and Technology Bureau is continuing to work with the Court on its technology expansion plan, particularly in the areas of E-commerce, on-line court transactions, name index searches, case file management, e-filing on small claims cases, and electronic filing of documents. Also, plans are underway to expand the

Court's document imaging program, and replacing the case management systems for civil, small claims and probate cases with contemporary web-based systems.

Following a question and answer period, Chair CeDillos thanked Mr. Klunder for his informative presentation.

Chair CeDillos welcomed and introduced Ms. Terry Weiss, Senior Administrator of Litigation Support for the Los Angeles Superior Court. Ms. Weiss gave an overview on the latest technology and equipment being used by court reporters.

Ms. Weiss reported that there are currently 630 official Court Reporters working in the 56 Courthouses. Each Court Reporter is responsible for their own equipment which must have computer programs compatible with the Court's systems. Three hundred seventy of the 630 Court Reporters are able to provide real time services to the bench officers, judges and attorneys in the courtroom.

The newest steno machines are paperless and have wireless capabilities. At this time, there are about 100 Court Reporters still using paper, however in 5 to 10 years, the Court anticipates they will have completely transitioned to a paperless system. The paperless system allows Court Reporters to edit, proof, and finalize the notes from a hearing electronically, then download the notes from his/her computer into an archive system. Hearing notes can be captured directly from the Court's server, a rough edit of the proceedings can be produced the same day, and laptop computers can be hooked up directly to the Court Reporter's steno machine to receive real time captioning of the day's court proceedings.

Following a question and answer period, Chair CeDillos thanked Ms. Weiss for her informative presentation.

Chair CeDillos welcomed and introduced Mr. Ron Larsen, Director of the Legal Support Division of the Superior Court who gave an overview on the evolution of the Electronic Recording Monitor Program in the Court.

The program originated back in the 50s and 60s when the Court began to look at alternative methods of reporting court proceedings. In early 1980, State legislation was passed for the initiation of a pilot electronic recording monitor program in a number of Counties. The demonstration program was initially implemented in five courtrooms then later the number of courtrooms was increased to 70.

However, during the latter part of 1980, due to propriety issues raised by the California Court Reporters Association on the expansion and continuation of the electronic recording monitoring program, which was a pilot program, the Court of Appeals ruled to discontinue the program and an Appellate Court decision enjoined the Courts from spending any future money for the use of electronic recording monitors, which is essential to the entire process of creating an official court record.

Currently, the Courts have approximately 97 courtrooms in the 22 courthouses set up with electronic recording monitors. However, those recordings are not considered official. There are only 5-7 locations where the electronic recording monitor is necessary to create the official record.

The problem the Courts are now facing is that Government statutes clearly state that the Court can use electronic recording monitors in very specified areas. However, to make the official record, the court has to have electronic recording monitors and the Court can't spend the money for the equipment. Therefore, when the Court does use tape, they can only make an unofficial record. That unofficial record is used for one specific purpose, and that is when a member of the public raises a concern about the propriety of the proceedings. The Judicial Officer can then listen to the entire process and determine whether or not there were any irregularities.

Mr. Larsen also brought with him an actual electronic recording monitor for the Commission to review and stated that the machine costs around \$1,500. To replace any existing electronic recording monitor with the most current systems would cost anywhere from \$3,000 to \$70,000, depending on the type of equipment which is purchased.

Following a question and answer period, Chair CeDillos thanked Mr. Larsen for his informative presentation.

## **COMMITTEE REPORTS AND UPDATES**

### **Child Custody Exchange**

Bea Dieringer reported the following:

- The Committee will be reapplying for another grant in March of this year.
- The Child Custody Exchange brochures have been completed and distributed to a mailing list consisting of community organizations, children and family agencies, and domestic violence shelters.
- Both the Temple City and Carson Exchange Centers have been operational for a week.
- Members of the Committee will be attending a Grantee Orientation, in Washington, D.C., February 6 through 8 to learn about grant writing and how to improve enhance grant application submissions.
- Judges have been alerted that the two stations will be available for exchanges and have been asked to provide referrals.
- A kick-off campaign is being planned to promote the new exchange centers.

## **PUBLIC COMMENT**

None

## **ANNOUNCEMENTS**

Chair CeDillos announced:

- The Executive Officer of the Board of Supervisors, Violet Varona Lukens will be retiring from the County after 38 year of service and her retirement luncheon will be held on February 16, 2005. Anyone wishing to attend the retirement luncheon should contact the staff.
- The Van Nuys Self Help Legal Access Center in Van Nuys will be having a five year anniversary party on February 1, 2006. Those wishing to attend should call (818) 834-7585.

**MATTERS NOT ON THE POSTED AGENDA**

None

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:36 p.m.